



# INSTITUTE FOR PROFESSIONAL DEVELOPMENT (IPD) AGENDA

Thursday, September 4, 2025  
1:15PM – 2:15PM

LOCATION: LRC 250 Community Room  
Meeting documents are also available in the [IPD SharePoint](#) (Employee log-in required)

IPD MEMBERS 2025 - 2026	
Bern Baumgartner – Business, Accounting, Mngt, Marketing	Evangelina Rosales - Cosmetology
Amanda Best - Art	Herman Singh – Social Sciences
Keisha Cosand - English	Natalie Stone - Mathematics & Engineering
Amy Douma (Psychology) – Part-time Faculty At-large	Leah Walden-Hurtgen - Liberal Arts & Culture
Doreen Fioretto – History & Education	Rachel Wegter - Communication Studies
<b>Kate Green - IPD Chair, Physical Sciences</b>	VACANT - Auto Tech, Digital Arts, Drafting
Amy Jennings - Psychology	VACANT - Computer Science
Leilani Johnson - Kinesiology, Health, Athletics	VACANT – Criminal Justice
MaryLynne LaMantia - Biological Sciences	VACANT – ELL & ESL
Barbara Miyadi – Nursing/Health Professions	VACANT - Library
Tim Mueller – Performing Arts	VACANT – World Languages & Sign Language
Jimmy Nguyen - Counseling & EOPS	Recorder – Patty Fonseca

**I. ANNOUNCEMENTS**

- A. Nominations for the Faculty Excellence Award – Peer Excellence in Teaching are due Friday, September 12. Nominate a deserving colleague. [\[Nomination Form\]](#)

**II. APPROVAL OF THE AGENDA AND MINUTES**

- A. Agenda – September 4, 2025
- B. Minutes – [May 15, 2025](#)

**III. NEW BUSINESS**

**A. 2025-26 IPD Anticipated Budget**

- Reminder - New 2025-26 funding model [\[LINK\]](#)
- Alternative Methods – Faculty Special Rates [\[LINK\]](#)

**B. Discipline/General Education Conferences, Workshops, Prof Meetings and Classes.**

\$2,500 maximum annual funding allowance, which can be used to fund a single conference or multiple conferences per academic year – OR – an Alternative Methods project. Funding is first-come, first-served and is contingent on available Full-time Faculty and Part-time Faculty Conference funds.

Review Applications:

IPD DECISION	FACULTY	DISCIPLINE	CONF TYPE	AMOUNT	EVENT	DATES	LOCATION
1	<b>Avery Caldwell</b>	Digital Arts	Discipline	\$2,650 Includes presenter funds	<a href="#">American Institute of Graphic Arts Design Conference</a>  <a href="#">CAR</a>	Oct 9-11, 2025	Los Angeles, CA
2	<b>Denise Gonzalez Bon</b>	Counselor-College Autism Program	Discipline	\$500	<a href="#">UCLA PEERS for Young Adults Training Seminar</a>  <a href="#">CAR</a>	Sept 17-19, 2025	Virtual

3		<b>Laiyin Tiffany Lao</b>	ESL (PT) (8) LHE	Discipline	\$2,500	<a href="#">International Conference on Conversation Analysis and Language Teacher Education</a>  <a href="#">CAR</a>	Feb 13-15, 2026	Ankara, Turkey
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**C. Alternative Methods** [[Application form](#)]

\$2,500 maximum annual funding allowance, which can be used to fund an AM project for an annual maximum of (1) LHE for (18) hours of work – OR - for conference funding. Funding is first-come, first-served and is contingent on available Full-time Faculty and Part-time Faculty Conference funds.

1. Review applications:

IPD DECISION	FACULTY	DISCIPLINE	SEMESTER	UNIT	HOURS	AM TYPE	PROJECT
1	MaryLynne LaMantia	Biology	Spring 2026	1	18	Educational Materials	Create flashcards using Quizlet for BIO G180 - Cell and Molecular Biology  <a href="#">Application</a>
2	Justin Smith	History	Fall 2025	1	18	CONF/WKP	Arizona State University: IAL 501 International Affairs and Leadership class - Principles of Character-Driven Leadership  <a href="#">Course link</a> <a href="#">Application</a>

2. Review revised [[AM Handbook](#)]

- Proposal to include ASCCC Participatory Governance course to earn AM and possibly SAC.

**D. Department Symposiums**

1. Call for Fall 2025 and Spring 2026 Department Symposiums [[Application](#)]
2. Review application

IPD DECISION	FACULTY	DISCIPLINE	AMOUNT REQUESTED	DATE	SYMPOSIUM OBJECTIVES	# FACULTY
1	<b>Amy Jennings</b>	Psychology	\$550	Fall 2025 October 17, 2025	<a href="#">Psychology Department Symposium</a> Discuss how the department can redesign and reimagine course assignments and assessments for all class types and sizes in the time of AI.	11

**E. Salary Advancement Credits**

- Approval of SAC Recommended Courses [SAC Handbook [LINK](#)]
  - OC Library is now Ed-2-Go (no longer Gale) and charges a fee to enroll in classes.
  - LA County Library - Gale courses are limited to six per calendar year
  - LA Public Library – Gale courses are free. No limit.

**F. Sabbatical Leave Update 2026-27 - Application Forms** [[LINK](#)]

- Timeline:
  - September 5 – Intent to File deadline [[LINK](#)]
  - September 19 – Applications and Proposal are due to the IPD Office
  - **September 25 – First meeting of the Sabbatical Leave Committee at 1:15pm on Zoom**
  - October 3 – Proposal requiring revision will be returned to applicant
  - Oct 17 – Deadline for submission of revised proposals
  - November 3 – IPD reports acceptable sabbatical to the college president

**G. Academic Rank & Professor Emeritus**

- Call for Applications – Deadline: Thursday, November 6, 2025
- The AR Workgroup’s application approval recommendations will be due to the IPD Office by Nov 13

**H. Mentoring**

1. Coordinate Mentors, collect signatures on the Mentoring Agreement, recommend SAC for Mentors that qualify, and provide a copy of the Mentoring Handbook.

NEW FACULTY – 1 <sup>st</sup> Year	MENTOR
<b>Denise Gonzalez Bon</b> Counselor – College Autism Prog Coord	
<b>Samantha Harris</b> , Ethnic Studies	
<b>Robert Nguyen</b> , Nursing	

NEW FACULTY – 1 <sup>st</sup> Year <i>Temporary 1-year contracts</i>	MENTOR
<b>Jessica Chavez</b> , Nursing	
<b>Victoria Nelson</b> , Nursing	
Claudia Ureno, Nursing	
<b>Regina Halchishak</b> , Cosmetology <i>Fall 2025 only – Temp during T. Chambliss Sabbatical Leave</i>	

FACULTY – 2 <sup>nd</sup> Year	1 <sup>ST</sup> Year MENTOR	2 <sup>ND</sup> Year MENTOR
<b>Jacob Hamrick</b> , Auto Tech	?	
<b>Nicole Clement</b> , Nursing	Diep Pham & Barbara Miyadi, Nursing	
<b>Michael McCarthy</b> , CJ	Derrick Watkins, CJ	
<b>Teresa Roston</b> , Cosmetology	Tasha Chambliss, Cosmetology (on Fall 2025 Sabbatical Leave)	

**IV. INFORMATION ITEMS**

**A. Preapproved Conferences – Academic Senate (ASCCC) conferences**

All faculty are encouraged to attend state Academic Senate conference [ASCCC website]. Priority will be given to the Academic Senate Executive Board attendance of Fall and Spring Plenary and the Curriculum Institute.

- The IPD Office will provide prepayment of registration fees for applications received at least 8 weeks prior to the conference.

	IPD DECISION	FACULTY	DISCIPLINE	PD TYPE	AMOUNT	EVENT	DATES	LOCATION
1	Preapproved	<b>Justin Smith</b>	History AS President	General	\$2,500 each	ASCCC – Fall Plenary	Nov 5-8, 2025	La Jolla, CA
2	Preapproved	<b>Damien Jordan</b>	Counselor & AS Vice Pres					

3	Preapproved	<b>Annamaria Crescimanno</b>	Biology & AS Vice Pres					
4	Preapproved	<b>Jennifer Bailly</b>	Economics & CCI Chair	"	"	"	"	"
5	Preapproved	<b>Teresa Nguyen</b>	ELL & Senator					

**B. Salary Advancement Credits – Recommended Classes**

	IPD DECISION	FACULTY	DISCIPLINE	CREDITS	HOURS	PROGRAM	PROJECT	COMPLETE BY
1	Preapproved	Claudia Alcala	Counseling	1.33	24	CONF/WKP	Gale – Advanced Microsoft Excel 2019	10/31/2025
2	Preapproved						Gale – Certificate in Stress Management	11/7/2025

**C. IPD Vacancies** - Click [HERE](#) to submit your nomination. Open until filled.

1. Auto Automotive Technology, Digital Arts, Drafting | 2024-27
2. Computer Science | 2023-26
3. Criminal Justice | 2025-28
4. ELL/ESL/GED | 2023-26
5. Library | 2024-27
6. World Languages & Sign Language | 2025-28

**D. WORKGROUP ASSIGNMENTS 2024-25** (New or returning members to select TWO assignments)

1. **SALARY ADVANCEMENT CREDITS & ALTERNATIVE METHODS** – (ongoing applications)  
 Members: B. Baumgartner, A. Best, K. Green, B. Miyadi, and N. Stone  
 Task: Research institutional professional development programs and propose classes that serve the professional, educational, and training needs of GWC faculty that can be used towards earning salary advancement credits and alternative methods funding.
2. **SABBATICAL LEAVE** – Announced in May. Intent to File/Application/Proposal due Sept.  
 Members: M. LaMantia (Chair), A. Best, T. Mueller, J. Nguyen, N. Stone, and L. Walden-Hurtgen  
 Task per the CCCD/CFE AFT CBA Article XXI, Section 21.3.h. Sabbatical Leave: Shall forward to the college president a list containing the names of those faculty members whose sabbatical leave applications have been reviewed indicating those approved for recommendation.
3. **ACADEMIC RANK/PROFESSOR EMERITUS** (Sept-Nov)  
 Members: R. Wegter (Chair); B. Baumgartner, D. Fioretto, M. LaMantia, J. Nguyen, H. Singh, and L. Walden-Hurtgen  
 Task: Promote and assist their faculty with the application process. The work group shall forward to the IPD a list containing the names of those faculty members whose Academic Rank and Professional Emeritus applications have been reviewed and recommended for approval. Collect biographies and photos to highlight in the IPD Academic Rank webpage honoring faculty members promoted to full professor.
4. **FACULTY EXCELLENCE AWARDS**  
 Members: A. Jennings (FEA Liaison), A. Douma, K. Cosand, K. Green, T. Mueller, and E. Rosales  
 Task: FEA Liaison - will notify monthly recipients via email, coordinate the marquee and social media announcement with the Marketing staff. Work Group – is the selection committee for the monthly awards and participates in prize patrol. Monthly recipients and TOTY will be honored at the Academic Senate’s Teacher Appreciation & Awards Luncheon in May.
5. **MENTORING**  
 Members: H. Singh (Chair); D. Fioretto, A. Jennings, and B. Miyadi  
 Tasks: Assist in the recruitment of mentors and provide support to faculty in the mentoring program. Responsible for maintaining the [Mentoring Handbook](#) current.

**6. CIL/PDAC**

Members: K. Cosand, A. Jennings, and T. Mueller

Task: Aligns with Goal #3 of the IPD's Strategic Plan goals to centralize professional development opportunities for all college personnel to have one resource. This would include opportunities for on and off campus. Collaborate with CIL Coordinator and the Professional Development Advisory Committee:

- To develop and promote PD opportunities to the faculty, including reporting Flex Day initiatives to the IPD.
- Review CIL and PDAC trainings to determine eligibility to earn SAC/AM and report initiatives to the IPD.
- Collaborate with CIL and PDAC to streamline the respective websites to create a cohesive professional development system.

V. [2025-26 IPD Meeting schedule: Agendas and Minutes](#)  
[IPD Application Deadlines](#)

**VI. E-links**

- [IPD website](#) – services and applications
- [Academic Senate website](#)
- [CCI website](#)
- [GWC Canvas Support Site](#)
- [Faculty & Staff webpage](#)
- [DEAC website](#)
- [Academic Senate Faculty Resources](#)